

**MAYOR AND COUNCIL
WORK SESSION AND
AGENDA MEETING
July 12, 2016
7:00 P.M.**

CALL TO ORDER

SALUTE TO COLORS

Mayor Maio invited all those present to stand in a salute to the colors.

MAYOR'S STATEMENT AS TO COMPLIANCE WITH P.L. 1975

Adequate Notice of this Meeting has been provided according to the Open Public Meetings Act, Assembly Bill 1030. Notice of this Meeting was included in the Annual Meeting Notice sent to the New Jersey Herald and the Daily Record on January 6, 2016 and was placed on the Official Bulletin Board in the Municipal Building.

In the event the Mayor and Council have not addressed all items on this Agenda by 11:00 PM and they are of the opinion that they cannot complete the Agenda in a reasonable time period, the Mayor and Council may exercise their option to continue this meeting at an agreed to date, time and place within ten (10) days of this meeting. Please turn off all cell phones for the duration of this meeting.

ROLL CALL

Council Members:

Councilman Depew – present	Councilwoman Thistleton – present
Councilwoman Kuncken - present	Councilman Thornton – present
Councilman Romano – present	Councilwoman Zdichocki – present

Mayor Maio – present

PRESENTATION 2015 AUDIT (Ray Sarinelli) – Mayor Maio adjusted the agenda due to the fact Ray Sarinelli, Borough Auditor, was not present as yet.

ADMINISTRATOR'S REPORT

DPW – Administrator McNeilly stated the DPW has been actively working on crack sealing the roads, sign replacement, catch basin repairs and all the day to day tasks.

Fire Hydrant Project – Administrator McNeilly stated the fire hydrant project is going very well. There are a few more hydrants to be serviced and then the hydrants in Highpoint and Stonegate will be done to conclude the project. Administrator McNeilly stated he has contacted the condominium's management to inform them about the work which will be done. The hydrants are owned by the condominiums but they are serviced by the Borough.

Mayor Maio asked if the Borough charges for the service. Administrator McNeilly stated the Borough does not charge the condominiums. Mr. Stein stated there are no provisions for charging for the service. Years ago the Borough did not service the hydrants. This position has changed over the years. Administrator McNeilly stated the hydrants have to be blown out to make sure they are clear. This is also a water quality issue. Mono poles have been installed. Mayor Maio stated in her opinion the condominiums should be reminded that the Borough provides this service as a courtesy. Administrator McNeilly stated he is not aware if this information is forwarded to the board members. Mayor Maio stated the board should be informed. Administrator McNeilly stated the servicing is necessary from a fire protection standpoint. There are eight (8) hydrants in Highpoint and three (3) in Stonegate.

Website/Email – Administrator McNeilly stated the soft start of the new Borough website was launched today. The website is active and we have the SSL certificate for security purposes. Linda Chirip will receive training on Friday morning. Administrator McNeilly stated he will sit in on some of the training.

Sagamore Road – Administrator McNeilly stated Eric Keller, Borough Engineer, has submitted the request for the Sagamore Road milling and paving. We are waiting for a schedule date. Disruption will be kept to minimum and notifications will be sent.

Vintage Tech – Administrator McNeilly stated Vintage Tech entered into an agreement with the Borough in early 2014 to remove electronics collected from residents at the DPW garage at no cost to the Borough. Earlier this year Vintage Tech decided to discontinue collecting electronics in Northern NJ. The credit Vintage Tech receives from the manufacturers is no longer advantageous for them. Vintage Tech did not send the Borough any notification stating the program was being cancelled. They made their last pick up on June 27th. Bill Storms, DPW Supervisor, is investigating possible alternatives.

Councilwoman Kuncken asked if the program should be suspended. Administrator McNeilly stated in his opinion the collection rate is low enough and there is concern items may get dumped on the side of the road. The garage can store approximately six months of electronics. One of the companies Mr. Storms has contacted would provide a storage container for collection of the electronics. There is sufficient space outside to store the container and this would be a much better system.

Temporary Signs – Administrator McNeilly stated all the schools and churches have been notified of the temporary sign ordinance enforcement. The electronic sign request form has been provided. Memos were sent to the Police Chief and the DPW Superintendent regarding the removal of the signs.

Budget 2017 Timeline – Administrator McNeilly stated the initial budget and capital request forms will be sent out by the end of July.

COUNCIL DISCUSSION

Family Fun Day – Mayor Maio congratulated the Recreation Commission for sponsoring Family Fun Day this past Sunday. The event was a success and was enjoyed by everyone. There were many new people in attendance this year. Councilwoman Kuncken stated many people commented that this is what small towns are all about as they were getting their free hotdogs.

Lake Musconetcong Regional Planning Board (LMRPB) – Mayor Maio stated she had previously informed the Council that the LMRPB had applied for a federal grant in order to obtain a hydro rake. The request was for a \$300,000+ grant and the LMRPB received the funding. The hydro rake is used to rake the shorelines. This will increase the depth. A set of regulations will be put in place due to the fact this is public money. The LMRPB is charged with the care and weeding of the public portions of the lake, not necessarily the homeowners portions of the lake. The areas included will be in front of the parks, boat launches and fire lanes. The rake will be utilized to work on the areas in front of the homes but the board will have to determine if this will be done at a cost, a contribution or by some other method.

Mayor Maio stated the harvester is stored at the base of Port Morris Avenue where the shed is located. Mayor Maio is of the opinion the new hydro rake should not be stored outside. Mayor Maio stated she has spoken to Administrator McNeilly and she would like to see the hydro rake stored at one of the DPW's gated areas or one of the well facilities. Administrator McNeilly asked if the equipment will be on a trailer. Mayor Maio confirmed this. Mayor Maio stated she would like input from the Governing Body regarding the storage before the suggestion is made to the LMRPB. Mayor Maio stated Stanhope Borough pays the largest assessment to the LMRPB and it would be in the Borough's best interest to protect the equipment. Administrator McNeilly stated there are several areas where the rake can be stored but Well #2 is closest and most convenient location. The Governing Body had no objections.

Mayor Maio explained the rake will pull the debris out of the water; the debris will dry out while it sits on the shoreline and then it will be removed and brought to the same facility where the water chestnuts are disposed of. Councilwoman Kuncken stated if the areas are cleared in front of the homeowners, they will need to understand the debris will be placed onto their property. Mayor Maio stated those determinations will have to be made by the LMRPB. Administrator McNeilly stated several requests have been made regarding the clearing of the fire lanes and the hydro rake will be a great advantage.

Planning Board (Bruzzese Application) – Councilman Depew stated the Planning Board met last night and Mr. Bruzzese’s application was on the agenda for completion. Mr. Bruzzese is planning to build next door and the building will contain two business spaces downstairs and two – three bedroom apartments upstairs. Mayor Maio stated approvals were granted. The requests made by Eric Keller, Borough Engineer, have been met or are in the process of being met. Mr. Bruzzese’s engineer is updating the drawings. The resolution will be on the agenda for the next scheduled Land Use Board meeting. Mayor Maio stated the building is designed for two businesses however, if one business wants the use of the entire building, Mr. Bruzzese will allow it. The apartments are approximately 3,000 sq.ft. each.

Audit Recommendations – Mayor Maio stated Nisivoccia’s comment on the audit, under Other Findings, states a ledger book for Land Use Board should be properly maintained. Mayor Maio asked Administrator McNeilly to send a memo to the Chairman of the Land Use Board to make him aware of this requirement. Ms. Horak stated the Land Use Board provides the monthly report to the CFO. Ms. Horak stated she has spoken to the CFO regarding this issue which has been listed on the audit for the past few years. Mayor Maio stated this appears to be an issue which can be rectified easily and it needs to be taken care of so it does not continue to be an issue. Mayor Maio asked Administrator McNeilly to inform the Land Use Board and to discuss the issue with the Finance Department and determine who is going to maintain the ledger.

WORK SESSION

Municipal – Mayor Maio stated she would like to discuss Municipal with Mr. Sarinelli, Borough Auditor, when he is present. Councilman Romano stated no changes have occurred since the Municipal issues were last discussed.

NJLM Conference – Mayor Maio stated during the last discussion regarding the NJLM Conference there was some confusion over which council members would have their costs covered by the Borough this year. Ms. Horak, Borough Clerk, stated this year the Borough will cover the costs for Mayor Maio, Councilwoman Kuncken, Councilwoman Thistleton and Councilman Romano.

Councilwoman Zdichocki stated during the last discussion the Governing Body had asked for the amount of funds still available in the Sussex County League of Municipalities (SCLM) budget. At this time the amount still available is \$1,925. There is only one line item for Mayor and Council Meetings and Seminars. The SCLM meetings cost \$20 per person for each meeting attended. No meetings are scheduled during the summer months. To date no one has attended the meetings this year but the meeting schedule will resume in September. Mayor Maio stated the total amount budgeted for the SCLM is \$720 for the year.

Councilwoman Zdichocki asked if the funds can be used toward the NJLM costs. Mayor Maio is of the opinion the funds should not be used. Other departments are not permitted to use funds budgeted for one item to be used for something else just because the money was unused. Much discussion took place regarding the issue. Councilwoman Zdichocki stated the members of the Governing Body attend many functions to support other organizations throughout the year at their own expense. Councilwoman Zdichocki is of the opinion the funds should be used to cover some of the costs to attend the NJLM conference which provides valuable information and training for the Governing Body members.

Councilman Romano stated last month he was in agreement with Councilwoman Zdichocki however, after reviewing the issue further, he realized the Governing Body would take another department to task for spending funds which are not properly allocated. The funds are properly allocated for this reason. The Governing Body has to hold themselves to the same standards in order to be accountable. If, as a Governing Body, we are of the opinion all the council members should have their expenses covered for the NJLM then the budget needs to reflect that.

Councilwoman Thistleton asked for clarification on the costs listed for attendance at last year’s conference. Councilman Romano stated the registration cost was \$330.00 and the hotel costs were \$950.00.

Councilwoman Kuncken stated this decision was made during the budget process and much discussion took place at that time. Councilwoman Kuncken is of the opinion the budget should be adhered to but she has no objection to reopening the discussion during the budget process for next year. Councilwoman Zdichocki stated she was not suggesting the budget be changed. The

budget indicates a certain amount of funds available for meetings and seminars. The unused funds she suggested using were budgeted for the SCLM meetings under meetings and seminars and therefore the suggestion was made to use them for the NJLM conference which is also budgeted under meetings and seminars. Much discussion took place and it was determined this topic will be re-addressed during budget planning for next year.

NEW BUSINESS

RESOLUTIONS

Mayor Maio amended the agenda due to the fact Raymond Sarinelli, Borough Auditor, was not yet present.

CONSENT AGENDA (All items listed on the Consent Agenda are considered routine by the Borough Council and were enacted by one motion of the Borough Council with no separate discussion.)

Resolution 119-16

RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF STANHOPE AUTHORIZING THE RENEWAL OF LIQUOR LICENSE TO LICENSE HOLDER IN THE BOROUGH

WHEREAS, the liquor license renewal application submitted is complete in all respects, the renewal fees have been paid, Tax Clearance Certificate received, the license has been reviewed, and the premises inspected;

NOW, THEREFORE, BE IT RESOLVED that the statutory requirements thereto having been fulfilled, the application for renewal of liquor license be granted and the Borough Clerk be authorized to complete, sign and deliver said license on behalf of the Mayor and Council to the below named applicant, said license being renewed for the period July 1, 2016 to June 30, 2017 in the Borough of Stanhope, County of Sussex, New Jersey:

Plenary Retail Distribution License:

1919-44-003-009 RMDM Enterprises, t/a Ted's Deli, 141 Route 183

Resolution 120-16

RESOLUTION - EXEMPT FIREMAN CERTIFICATE MARK A. BERNABEI

WHEREAS, the Chief of the Stanhope Borough Fire Department has certified that Mark A. Bernabei, a member of the Stanhope Fire Department, has served the required number of years as an active fireman and is entitled to a certificate of exemption pursuant to N.J.S.A. 40A:14-59; and

WHEREAS, the provisions of N.J.S.A. 40A:14-59 require the Certificate to be duly executed by the Chief Executive Officer of the Municipality in which the fireman serves, as well as by the Clerk of said municipality; and

WHEREAS, the Borough of Stanhope wishes to duly authorize the issuance of the Certificate of Exemption to Mark A. Bernabei;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that the Mayor and Clerk be in the same are hereby authorized and directed to duly execute a Certificate of Exemption for Fireman Mark A. Bernabei; and

BE IT FURTHER RESOLVED, that the Borough Clerk shall duly file the Certificate of Exemption with the Sussex County Clerk, the New Jersey State Fireman's Association, the Stanhope Borough Fire Department and Fireman Mark A. Bernabei.

On motion by Councilwoman Kuncken, seconded by Councilman Romano and unanimously carried by the following roll call vote, the foregoing resolutions were duly adopted.

Roll Call:

Councilman Depew – yes
Councilwoman Kuncken – yes
Councilman Romano - yes

Councilwoman Thistleton – yes
Councilman Thornton – yes
Councilwoman Zdichocki – yes

Mayor Maio offered the following resolution which was read by title:

PAYMENT OF BILLS

Resolution 121-16

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE
BOROUGH OF STANHOPE AUTHORIZING PAYMENT
OF BILLS**

WHEREAS, the Chief Finance Officer has certified that funds are available in the proper account; and

WHEREAS, the Chief Finance Officer has approved payment upon certification from the Borough Department Heads that the goods and/or services have been rendered to the Borough;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope that the current bills list, dated July 12, 2016 and on file and available for public inspection in the Office of the Chief Finance Officer and approved by the Chief Finance Officer for payment, be paid.

On motion by Councilman Romano, seconded by Councilwoman Kuncken and unanimously carried by the following roll call vote, the foregoing resolution was duly adopted.

Roll Call:

Councilman Depew – yes
Councilwoman Kuncken – yes
Councilman Romano - yes

Councilwoman Thistleton – yes
Councilman Thornton – yes
Councilwoman Zdichocki – yes

AGENDA ITEMS

All items listed on the Agenda for July 26, 2016 were approved.

ATTORNEY REPORT

Schuffenhauer Property - Mr. Stein stated he ordered a title search for the Schuffenhauer property. The title search revealed Mr. Schuffenhauer is the owner of the property and there are no liens on the property or other interested parties. Mr. Stein stated in the past Tom Pershouse sits as the Hearing Officer and Arlene Fisher has been the presenter of the witness. Administrator McNeilly stated Ms. Fisher will be available. Mr. Stein stated the hearing is usually scheduled for 5:00PM on a Wednesday when both Mr. Pershouse and Ms. Fisher are scheduled to be at work. Mr. Stein stated a date can be scheduled as soon as possible.

Mr. Stein stated the property owner filed a zoning permit application to re-build but never moved forward. The way the Borough ordinance and the statute work is for Mr. Pershouse to sign a complaint against the property scheduling a public hearing within 30 days. This gets recorded at the County Clerk's Office, posted on the building and typically it would be published to ensure everyone receives notice. In this case, Mr. Stein is of the opinion publishing may not be necessary due to the fact only Mr. Schuffenhauer is involved. The hearing will be held and Mr. Pershouse will make a decision as to whether the property should be repaired or demolished. The property owner will be given a set number of days to undertake that work. Another order will be signed which will be recorded at the County, served to the property owner and posted on the building. If the property owner fails to comply with the order, after Mr. Pershouse gives the property owner 30-45 days and no progress is made, then the Borough can go to bid to hire a contractor to demolish the property and remove the debris. Any costs incurred by the Borough would be certified by the Council by resolution to the Tax Collector and a tax lien will be placed on the property.

Sidewalk Project - Mr. Stein stated he has not heard back from PSE&G as yet regarding the property. Mayor Maio stated last night she spoke with Eric Keller, Borough Engineer and asked if he had any further contact with Stanhope Mountain. Mayor Maio stated Mr. Keller informed her Stanhope Mountain has some reluctance with the fact a retaining wall is to be constructed on their property. Stanhope Mountain asked Mr. Keller if building the wall could be avoided. Mayor Maio stated Mr. Keller has informed Stanhope Mountain the retaining wall is necessary for the installation of the sidewalk. Apparently, Stanhope Mountain may request a driveway cut from the State of NJ in the future for this area. Administrator McNeilly stated if a driveway cut is granted, there is no reason why the wall could not be removed with the proper grading. Mayor Maio stated Mr. Keller is of the opinion, due to the current conditions, the State will not allow that. Mr. Keller is going to speak with Stanhope Mountain again.

COAH – Mr. Stein stated there was a 72 page decision regarding COAH. The Appellate Division wrote a six page synopsis of what the issue was and why the decision was made. Mr. Stein stated COAH is so archaic. There was a thing called a Gap Period. A judge in Ocean County stated there is a separate and distinct number that has to be determined for the Gap Period and that has to be added to the unmet need, current need and perspective need going forward. This is what the Fair Share, Builders Association and others had argued for. There were many attorneys involved in this case. This was well vetted and well thought out. Mr. Stein stated he is hopeful that the Supreme Court will leave it alone.

Mr. Stein stated the Appellate Division said there is no such thing as a Gap Period. The Gap Period did not exist in Mt. Laurel, it was not in the Fair Housing Act and it wasn't in their last decision. The information to be provided is going to be for the next ten years. The League of Municipalities and the municipalities defending this were delighted that the Appellate Division took a 180 degree different view than that of the trial judge.

Mr. Stein stated the Borough's numbers will have to be reworked. Mr. Stein stated he has spoken with Ms. Leo regarding a site visit and she is in favor of this. The Borough has not received a reply to date from Judge Hansbury to clarify what he meant on how the COAH funds can be used.

CITIZEN'S TO BE HEARD

Mayor Maio opened the meeting to the public after advising attendees that there is a five (5) minute time limit for each speaker.

Seeing no one from the public wishing to speak, Mayor Maio closed the public portion of the meeting.

Mayor Maio called for a brief recess. Mr. Sarinelli, Borough Auditor, arrived a few minutes later and the meeting resumed.

PRESENTATION – (2015 Audit)

Raymond Sarinelli, Borough Auditor, apologized for the delay. Mr. Sarinelli stated with regard to the financial position, the current fund-fund balance was up approximately \$110,000 from \$1,568,000 to \$1,679,000. This is actually back to where it was two years ago. Last year the figure was down slightly more than that due to the FEMA receivable which was not collected and then it was collected this year. The revenues have come in as expected. There has been a normal percentage of collection. There were unexpended balances which were cancelled, all similar to where the Borough has been. The planning and projecting is on track. Occasionally there is an issue such as the FEMA item of \$157,000 which did not get collected. This made it look out of black but it was down last year and now it is back to where it was this year. As for the trust funds, a little bit more was able to be moved to the accumulated sick reserve. The reserve went from \$103,000 to \$158,000. Another \$20,000 has been added to snow removal. This trust went from \$133,000 to \$153,000. The capital fund has been on a very solid plan. The Borough has been at \$1.8 million, \$1.9 million or \$2.0 million debt authorized. The Borough has been paying off approximately \$300,000 and re-appropriating an amount. This has been done in an effort to keep the payback period to somewhere between five and seven years so debt does not have to be issued. There are some advantages to not issuing debt. The note debt rate is much lower than a bonded debt rate would be. The Borough is capturing the lowest interest rate by staying in notes and paying that off. The Borough is in an excellent position.

Mr. Sarinelli stated the water utility fund balance is down slightly. Mr. Sarinelli asked if there is one more move for the water utility in the future. Administrator McNeilly stated there is the potential for one more move. The water fund balance decreased from \$303,000 to \$244,000. The sewer fund balance has increased from \$480,000 to \$540,000. This is almost the equivalent amount. Mr. Sarinelli stated there is potential for one more move. Much discussion took place regarding when the change should take place. Mr. Sarinelli stated the water fund balance is trending down and the sewer fund balance is trending up. It would make sense at this time to make the move. The debt service is included for the loans, all the receivables have been collected and there should not be much fluctuation other than the regular operating increase. The sewer utility is fairly stable at this point. There should be no change in the debt service. The only variable is the amount charged by the Sewer Authority which has been fairly stable for three years.

Mr. Sarinelli stated there are a couple of minor findings in the audit which relate to the compliance portion of the report. The grant receivables and appropriated balances should be reviewed to determine if any action needs to be taken. The Land Use Board needs to maintain a proper ledger book. These are just minor issues.

Mr. Sarinelli stated the fact that the Borough has an experienced CFO who watches over things all year and keeps surprises from surfacing at the end of the year is beneficial. Mr. Sarinelli stated Administrator McNeilly also helps to keep things on track. Administrator McNeilly has been working to implement the capital budget earlier and to have the capital ordinances in place in order to have the projects done on time. Mr. Sarinelli stated the Borough will be doing a temporary budget and a temporary capital budget at the next reorganization meeting in January. Mr. Sarinelli stated he has been in contact with Dana Mooney, CFO, to review the requirements necessary to implement the temporary budgets. Mayor Maio stated the Governing Body is committed to implementing this new process. Administrator McNeilly stated this is the second year the Borough is implementing the accelerated timeline for the budget which enables funds to be available in February as opposed to June. Mr. Sarinelli stated the stability of the executive level helps to make it possible for this to be accomplished along with the way the building looks, the "boring" audit report and the capital projects throughout the town which are done.

Mayor Maio thanked Mr. Sarinelli for his help and guidance. Administrator McNeilly asked Mr. Sarinelli to attend a meeting in early December to discuss the midpoint of the budget. Most of the expenditures should be done by the first meeting in December.

Mayor Maio stated the Borough is interested in contracting with Municipay in order to provide residents with the opportunity to make payments with a credit card. Mayor Maio asked Mr. Sarinelli for his input on this subject. Mr. Sarinelli asked if Municipay requires the payor to pay a convenience fee. Administrator McNeilly confirmed this. Mr. Sarinelli stated not many have implemented the credit card use because the payor's do not want to pay the extra fee. Mr. Sarinelli asked if the fee charged is a percentage. Mayor Maio stated she is of the opinion the fee is a set fee of \$3.00 or \$5.00 depending on the amount of the bill to be paid. Mr. Sarinelli asked Administrator McNeilly to send him an email and he will look into what other municipalities are doing. Mayor Maio stated the Borough has been looking into this for quite some time. Mayor Maio stated Mr. Stein has some concerns which are being reviewed. Mr. Stein stated the CFO is in favor of providing the use of credit cards and electronic payments but the Borough is moving forward slowly to ensure this is done right. Administrator McNeilly stated Denville has implemented the use of Municipay. Mayor Maio stated Ms. Mooney has a list of towns using this system.

Mayor Maio and the Governing Body thanked Mr. Sarinelli for attending this evenings meeting.

NEW BUSINESS

RESOLUTIONS

Mayor Maio offered the following resolutions which were read by title:

Resolution 117-16

RESOLUTION ATTESTING THAT THE STANHOPE GOVERNING BODY HAS COMPLIED WITH THE PROMULGATION OF THE LOCAL FINANCE BOARD OF THE STATE OF NEW JERSEY RELATIVE TO THE 2015 ANNUAL REPORT OF AUDIT

WHEREAS, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2015 has been filed by a Registered Municipal Accountant with the Borough Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled “Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled “Comments and Recommendations”, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Stanhope, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

On motion by Councilman Romano, seconded by Councilwoman Zdichocki and unanimously carried by the following roll call vote, the foregoing resolution was duly adopted.

Roll Call:

Councilman Depew – yes	Councilwoman Thistleton – yes
Councilwoman Kuncken – yes	Councilman Thornton – yes
Councilman Romano - yes	Councilwoman Zdichocki – yes

Resolution 118-16

**RESOLUTION APPROVING SUBMISSION OF THE
CORRECTIVE ACTION PLAN FOR THE YEAR ENDED
DECEMBER 31, 2015 TO THE STATE OF NEW JERSEY,
DIVISION OF LOCAL GOVERNMENT SERVICES**

WHEREAS, all municipalities operating under the Local Fiscal Affairs Law must prepare and submit a Corrective Action Plan as part of their annual audit process, and

WHEREAS, the Borough of Stanhope has by Resolution accepted the 2015 audit as prepared and presented by the Borough Auditors, and

WHEREAS, Dana Mooney, the Chief Financial Officer for the Borough of Stanhope has prepared a Corrective Action Plan to address the findings and recommendations for the 2015 audit and presented copies of same to the Mayor, Council, and Administrator,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope, in the County of Sussex, that the Corrective Action Plan, attached hereto and made a part hereof, be approved for submission to the Division of Local Government Services.

On motion by Councilwoman Kuncken, seconded by Councilman Depew and unanimously carried by the following roll call vote, the foregoing resolution was duly adopted.

Roll Call:

Councilman Depew – yes

Councilwoman Kuncken – yes

Councilman Romano - yes

Councilwoman Thistleton – yes

Councilman Thornton – yes

Councilwoman Zdichocki – yes

CITIZEN'S TO BE HEARD

Mayor Maio opened the meeting to the public after advising attendees that there is a five (5) minute time limit for each speaker.

Seeing no one from the public wishing to speak, Mayor Maio closed the public portion of the meeting.

ADJOURNMENT

On a motion by Councilman Romano, seconded by Councilwoman Kuncken, and unanimously carried by voice vote the meeting was adjourned at 8:00 P.M.

Approved:

Linda Chirip,
Deputy Clerk for
Ellen Horak, RMC
Borough Clerk